

SAMPLE BUNDLING LETTER

(Optional Form)

ATTENTION: BUNDLING LETTER

TO: EPA Grants Administration Unit
1200 Sixth Ave., OMP-145
Seattle, WA 98101

RE: **Annual Certification Process for EPA Assistance Applications**

(Applicant's Name) _____ is
submitting the following certifications in response to EPA's policy which allows recipients who
receive multiple grants or cooperative agreements to submit a single set of certifications annually
for all EPA applications:

- ☐ Assurances - Non-Construction Programs (SF-424B)
- ☐ Preaward Compliance Review Report (EPA Form 4700-4)
- ☐ Procurement System Certification (EPA Form 5700-48) - **only required if
applying for Superfund/Brownfields assistance**
- ☐ Survey of Recipient's Management Systems (OPTIONAL FORM)

These certifications are to cover the following future anticipated applications:
(i.e., "all continuing environmental programs" or "all programs")

It is understood that these certifications are valid from **January 1**, ____ through
December 31, ____.

We shall provide immediate written notification to EPA if any changes occur during this
certification period, or if any of the annual certifications do not apply to a particular assistance
application.

The following individual is the point of contact for the enclosed certifications:

Name: _____
Title: _____
Address: _____
Phone No. _____

Applicant's Authorized Representative

Date

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